

Changing Your User Name and Password

Submitting a Transcript Request for Pre-Authorization

1. Log onto the eVoucher application at:
https://evsdweb.ev.uscourts.gov/CJA_wie_prod/CJAeVoucher/LogOn.aspx
2. Your username and password can be accessed in your profile. You will find a My Profile link to your profile near the top of your Home page and can also find a link under the Help menu.
3. From your My Profile page, click Edit to the right of the Login Info.
4. To change your Username, type the new Username and click change.
5. To reset your password, click reset. The screen will change to allow you to enter and confirm the new password. Click Reset.

Passwords must be at least eight characters in length and contain:

- One lowercase character
- One uppercase character
- One number
- One special character